

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice AS-2051

For: FFAS Field Offices, except County and Overseas Offices

Converting From Official Mail Accountability System (OMAS) to Commercial Postage

Approved by: Deputy Administrator, Management



1 Overview

**A
Background**

On June 6, 2002, the General Services Administration (GSA) published 67 FR 38896, an interim rule to update and clarify the Federal Property Management Regulation, Part 101-9, Federal Mail Management. GSA ruled that all Federal agencies **must** convert entirely to commercial mail by October 1, 2003.

All FSA County Offices and some State Offices have already converted to the Commercial Mail Direct Accountability System.

**B
Purpose**

This notice:

- notifies offices that GSA has directed all Federal agencies to stop using OMAS and convert to commercial postage **by October 1, 2003**
- instructs that **all Field Offices, except County and Overseas Offices**, complete the inventory in paragraph 2 **by COB November 8, 2002**.

**C
Contact**

If there are any questions about this notice, contact either of the following:

- Nancy Graves, MSD at 202-720-1348
- Ken Rachfal, MSD at 202-720-9768.

Disposal Date

November 1, 2003

Distribution

All FAS, RMA, and FSA Field Offices, except
County and Overseas Offices

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2 OMAS Inventory

A

Completing OMAS Inventory

The Departmental Mail Manager requested that each Agency complete an inventory of OMAS (penalty) meters. Complete the following information and return by FAX to Nancy Graves, MSD by **COB November 8, 2002**, at 202-690-0115.

The following offices shall complete this inventory:

- State Offices
- APFO
- All RMA and FSA Kansas City offices
- St. Louis, Missouri
- RMA Regional Offices
- RMA Compliance Field Offices.

Office/Location	
Name/Area Code/Telephone Number of Person Completing Inventory	
___ 1. If your office currently uses commercial mail, check here and FAX to MSD.	
___ 2. If your office uses OMAS, check here, complete the following information, and FAX to MSD.	
Description	Number
How many OMAS (penalty) meters	
How many permit imprint accounts	
How many penalty BRM permits	
How many penalty merchandise return service permits	
Amounts of penalty postage stamps	
Estimate of annual amount of postage used	

Continued on the next page

2 OMAS Inventory (Continued)

B

Converting to Commercial Mail

See 5-AS for additional information when establishing commercial mail accounts with USPS.

Note: For OMAS and commercial mail comparisons and permit imprint indicias, see paragraph 118.
